

BOARD OF SUPERVISORS

Brown County



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EXECUTIVE COMMITTEE

Mary Scray, Chair

Guy Zima Vice Chair

Tom Lund, Bernie Erickson

John Vander Leest, Andy Nicholson, Patrick Evans

EXECUTIVE COMMITTEE

Monday, October 12, 2009

6:00 p.m.

**Room 200, Northern Building
305 E. Walnut Street**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of September 9, 2009.

Comments from the Public

Communications

1. Communication from Supervisor Erickson re: Brown County should look at having drug offenders register their current addresses so residents have knowledge of who is living in their neighborhoods. (Referred from September County Board.)
2. Communication from Supervisor Scray re: Review Boards authority regarding hiring freeze of County employees. (Referred from September County Board.)
3. Communication from Supervisor Clancy re: I would like the Public Safety Committee to be briefed at the November or December meeting re: the radio operability study, cost implementation, timing and funding mechanics. (Referred from September County Board.)

Legal Bills

4. Review and Possible Action on Legal Bills to be paid.

Reports

5. County Executive Report.
 - a. Budget Status Financial Report for August 31, 2009.
6. Labor Negotiator Report.
7. Internal Auditor Report.
 - a. Budget Status Financial Report for August 31, 2009.
 - b. 2010 Audit Plan.

8. Board Attorney Report.
 - a. Change in Ordinance Relating to Health and Dental Insurance After Retirement.
 - b. Advisory Resolution – Citizenship/Legal Alien Requirement for Driver's License.
 - c. Resolution re: Adopting a Policy Toward Customer Service.
 - d. Ordinance re: To Adopt Subsection (3)(e) of 2.03 of the Brown County Code Entitled Organization, Policy and Authority of the Brown County Board of Supervisors.
 - e. Ordinance re: To Amend a Portion of Subsection (2) of Section 4.79 of the Brown County Code Entitled "Short Term Disability Leave".

Standing Item

9. Review Brown County requirements of ID when applying for any Social Services from the County.

Resolution, Ordinances

10. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Eaton for the Statewide Voter Registration System (SVRS).
11. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Holland for the Statewide Voter Registration System (SVRS).
12. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Humboldt for the Statewide Voter Registration System (SVRS).
13. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Lawrence for the Statewide Voter Registration System (SVRS).
14. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Morrison and for the Statewide Voter Registration System (SVRS).
15. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of New Denmark for the Statewide Voter Registration System (SVRS).
16. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Pittsfield for the Statewide Voter Registration System (SVRS).
17. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Glenmore for the Statewide Voter Registration System (SVRS).
18. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Green Bay for the Statewide Voter Registration System (SVRS).
19. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Rockland for the Statewide Voter Registration System (SVRS).
20. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Town of Wrightstown for the Statewide Voter Registration System (SVRS).
21. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Village of Denmark for the Statewide Voter Registration System (SVRS).
22. Resolution re: Supporting the 2010-2011 Memo of Understanding between Brown County and the Village of Pulaski for the Statewide Voter Registration System (SVRS).
(*Motion at Administration Cmte: To Approve.*)
23. Resolution re: highway Department Change to Table of Organization: Delete (1.0 FTE) Chief Blacksmith and Create 1.0 FTE 1st Mechanic. (*Motion at PD&T Cmte: To approve.*)

October 12, 2009

24. Ordinance re: To Repeal and Re-Creat Sec. 8.08 "Pets" of Chapter 8 of the Brown County Code Entitled "Parks and Recreation Facilities." *(Motion at Ed 7 Rec Cmte: To change the wording in Section 1, Subsection (2) to: The Facility and Park Management Department will designate areas of public parks and recreational trails to be on-leash or off-leash "Dog Exercise Areas" subject to the Department's rules and regulations and as approved by the Brown County Board of Supervisors.)*

Other

25. Such other matters as authorized by law.

Mary Scray, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Wednesday, September 9, 2009 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin.

Present: Mary Scray, Guy Zima, Bernie Erickson, Pat Evans, Tom Lund, Andy Nicholson, John VanderLeest.

Excused:

Also Present: Exec. Hinz, Jayme Sellen; Supervisor LaViolette; Fred Mohr, Paula Kazik, Debbie Klarkowski, Dennis Kocken, Sara Perrizo, Lynn VandenLangenberg, Don VanderKelen; Media; Other Interested Parties.

I. Call meeting to order:

The meeting was called to order by Chair Scray at 6:05 p.m.

II. Approve/modify agenda:

A MOTION WAS MADE BY SUPERVISOR LUND AND SECONDED BY SUPERVISOR ERICKSON TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

III. Approve/modify minutes of August 17, 2009:

A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR LUND TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

Comments from the Public:

William Eavers, 704 N. Irwin, Green Bay

Mr. Eavers said he was appearing before the committee regarding illegal immigrants being on welfare. He distributed handouts (copies attached). He said the fraud investigations should continue and should be enhanced. He explained that he has had personal experience with illegal immigrants making \$8,000 per month and collecting welfare. He said it was his understanding that you can not ask someone applying for welfare if the person(s) is here legally; "and that's wrong." He referred to the handout he presented from the Federation for American Immigration Reform (FAIR) which he said states that people can, in fact, be questioned regarding legal status. He also pointed out that in this same document are guidelines for recovering some of the money fraudulently obtained. Mr. Eavers said his concern is not with legal immigrants, but rather those individuals who are in the country illegally.

Chair Scray asked Mr. Eavers if the Brown County fraud investigators were helpful. Mr. Eavers replied, "They were great." He specifically complimented Marian Downing, of the Brown County ES Fraud Unit.

Supervisor Zima asked if there was any more recent documentation; Mr. Eavers said the information he has obtained, including more recent cases, refers back to the 1996 ruling.

Supervisor Erickson asked if Mr. Eavers conducted background checks on potential residents and suggested a website (wicourts.gov) as a possible help. Mr. Eavers said he had used this website.

Communications

1. **Communication from Chair Scray re: Review BC requirements of ID when applying for any Social Services from the County. Discuss the possibility of making Brown County requirements of ID stricter to prevent fraud. (Referred from August County Board) :**

(Supervisor VanderLeest arrived at 6:13 p.m.)

Chair Scray said she is bringing this up again, because "it deserves another look." She said she understands that Brown County has to abide by state and federal requirements; however, she stated that she wants to make certain that Brown County is doing everything within its legal realm. She said the other alternative would be to build up the fraud investigations unit, because "there is too much of this going on."

Chair Scray said she is going to refer this to Human Services Committee and Public Safety Committee in order to work on this until "we actually come up with a better solution."

A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR ZIMA TO BRING THIS BACK CONTINUOUSLY AT EVERY MEETING FOR UPDATES FROM BOARD ATTORNEY, STAFF REPORTS, OR ANY INFORMATION GAINED BY COMMITTEE MEMBERS. Vote taken. MOTION CARRIED UNANIMOUSLY.

Supervisor Lund said he thinks Brown County should go to the full extent that the law provides in investigating fraud. He stated that most of the dollars are not local tax dollars but are Federal "pass-through" dollars; however, if each county in this country would pursue the fraud investigations, "this would go away."

(Supervisor Nicholson arrived at 6:19 p.m.)

A MOTION WAS MADE BY SUPERVISOR LUND AND SECONDED BY SUPERVISOR VANDER LEEST TO REFER TO ATTORNEY TO HAVE A RESOLUTION TO THE STATE THAT IN ORDER TO GET A DRIVER'S LICENSE OR STATE ID IN THIS STATE, YOU MUST HAVE PROOF OF CITIZENSHIP AND LEGAL DOCUMENTATION. Vote taken. MOTION CARRIED UNANIMOUSLY.

Supervisor VanderLeest stated that he knows there are some communities in this country that do a better job of screening and verifying citizenship. He suggested a "full reform package" on changes that can be made at the county and state levels. Chair Scray said she appreciated his input and asked that Supervisor VanderLeest share that information. Supervisor VanderLeest said he would bring back additional information at the next meeting.

Supervisor Zima stated that Brown County has initiated this in the past; however, state and federal legislation was not there. He continued by saying that it was the intent of some of these motions to have attention drawn to this issue. He said everyone knows the burden illegal immigrants are placing on our society in many areas—not only welfare and the fraud that goes along with it. He suggested that

Brown County involve other counties and make some demands for changes in legislation. He said he thinks "the general public is very heavily weighted in the same opinion."

Supervisor Zima said he thinks the procedures of the Brown County Human Services Department need to be reviewed, i.e., how screening is performed. He opined that Human Services Department seems reluctant to do this, and there needs to be a change in attitude. He continued by saying the Human Services Department needs to be restructured, "so that it's doing the work we want them to do. They have been kind of running on their own, telling us what to do." He suggested that the Human Services Department appear before the Human Services Committee for review and asked that he be notified when that would take place, so he could attend.

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR ERICKSON TO SUSPEND THE RULES TO ALLOW INTERESTED PARTIES TO SPEAK. Vote taken. MOTION CARRIED UNANIMOUSLY.

William Eavers said another approach would be to have people prove eligibility prior to being given benefits. This could be done by asking every person to prove citizenship. He said once a person is receiving benefits, it is "almost impossible to catch" them.

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR ERICKSON TO RETURN TO REGULAR ORDER OF BUSINESS. Vote taken. MOTION CARRIED UNANIMOUSLY.

Chair Scray commented that not all persons charged with fraud are illegal immigrants; there are a lot of U.S. citizens involved with the fraud as well. She said this applies to all aspects of fraud—not just illegal immigrants.

2. Communication from Supervisor Nicholson re: Request to develop a county policy for all departments that if a County resident is involved with County Business that customer service is a top priority. (Referred from August County Board.):

Supervisor Nicholson said he put this in for Supervisor VanderLeest. Supervisor VanderLeest said he has had phone calls and the personal experience of being asked to return to a county office to complete business, because it was closing time, even though the business could have been completed rather quickly. He asked for clarification of union rules related to service.

Don VanderKelen, Labor Negotiator, said there were no union rules that restrict service to the public. He continued by saying that this is the LEAN Program—the customer comes first. Supervisor Zima said there could be overtime involved. Mr. VanderKelen said in the union contract if you work overtime, you get paid for it at time and a half.

Supervisor VanderLeest asked Fred Mohr, Brown County Board Attorney, to clarify. Mr. Mohr said this would be determined by how pay increments are calculated. If an employee works more than ½ of the increment, then the employee would be entitled to pay. He used the example: If a person is paid in 15 minute increments and works 8 minutes over, the employee would be entitled to 15 minutes of overtime; however, if that same person works 7 minutes over, the employee would not receive 15

minutes of overtime. Supervisor Zima says this does not apply to administrative employees, who could complete the transactions.

Mr. VanderKelen said the department head should have instructed staff not to interrupt service because of the mere fact that it is closing time

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR VANDER LEEST TO DEVELOP A POLICY WHEREBY DEPARTMENT HEADS AND STAFF HANDLE ALL CUSTOMER SERVICE REQUESTS FOR PEOPLE WHO ARE IN THE DEPARTMENT BEFORE CLOSING TIME AND REFER THIS TO THE ATTORNEY FOR DRAFTING. Vote taken. AYES: 4 (Nicholson, Scray, VanderLeest, Zima); NAYS: 2 (Erickson, Lund); ABSTAIN: 1 (Evans). MOTION CARRIED.

Supervisor Erickson said each individual case would determine how it is handled; therefore, he will not support this. He continued by saying he would not pass laws when he is only hearing one side of the story and the department head is not here to present the other side.

Supervisor Lund said administratively the department head should look at each situation individually; for instance, if someone comes in at the last minute with transactions that could take a long time to process, the decision should be left to the judgment of the department head. He continued by saying many department heads are elected; and if there is a concern, that can be addressed at time of re-election. He opined that Brown County does not need to have this superfluous ruling and that obviously everyone should take the common sense approach to customer service. He also suggested that many of the services Brown County provides could be accomplished through the use of the county's on-line tools; because there have been reductions in staff in many departments. He said he supports good customer service; and if there is a problem with an individual, he would be willing to assist.

Supervisor Zima opined that it is important to have a general policy stating that the doors be locked at closing time and business for those people already in the department be transacted, provided the work does not exceed 10-15 minutes. He said this is about customer service for the public, which should be the No. 1 Mission; however, "that doesn't mean we can allow customers to abuse the taxpayers either and run big bills up on us unnecessarily. So we have to balance those two things."

Supervisor VanderLeest explained the details of his own personal experience and said he thinks it makes sense to have a uniform policy when dealing with the public. He also said, "We have oversight over the elected bodies...so we set the policies on how the county runs and operates those places." He said for this reason he totally disagrees with what Supervisor Lund said.

(Supervisor Evans arrived at 6:38 p.m.)

Supervisor LaViolette said she believes strongly in customer service and so much of it is common sense, and continued by saying she wondered if it was really necessary to draft a policy based on one complaint. She also recommended that when supervisors go into a department and have this type of experience, they talk to the department head before bringing it to a committee. She said as a previous department head she would have appreciated that this be brought to her attention

first. She felt this was the most efficient way to handle a situation like this, and asked if something of this nature warrants writing a policy.

3. **Communication from Supervisor Warpinski re: To amend Chapter 2.04(1)(d) of the Brown County Code to strike and replace the word "secret" with the word "open." (Referred back to Executive Committee as per August County Board.):**

**A MOTION WAS MADE BY SUPERVISOR LUND AND SECONDED BY SUPERVISOR EVANS TO RECEIVE AND PLACE ON FILE. Vote taken.
MOTION CARRIED UNANIMOUSLY.**

4. **Communication from Supervisor LaViolette re: Propose that the County Board Chair, Vice-Chair and members of the Executive Committee develop both a timeline and strategies for dealing with the 2010 budget focused on effective, efficient, and transparent principles that would be inclusive and respectful of all participants. (Held for one month.):**

Chair Scray said she had spoken with Supervisor LaViolette and that Supervisor LaViolette is agreeable to having the County Board Chair and Vice-Chair continue to work on this, and Supervisor LaViolette does favor a time limit at night. Chair Scray stated that there have been a number of suggestions.

Supervisor Zima said he had also spoken with Supervisor LaViolette, and said she makes a good point that if the meeting starts at 9:00 a.m., would 10:00 p.m. on the first day be enough? He said that will be taken under advisement and the circumstances will be considered, while keeping in mind the general principles of providing service to the public.

Supervisor LaViolette added that she hoped the committees would be encouraged to do work on their respective budgets, rather than pass them on to the County Board for action. She suggested that budgets be discussed at committee level and passed on with recommendations. She also suggested prioritizing the more important issues for discussion earlier in the day. She expressed appreciation for the leadership.

Supervisor Lund expressed that he would be very willing to have the public hearing the week before the budget meeting instead of during the budget meeting. He said the public's views would be available in advance, and this would improve the efficiency of the budget meeting. He explained that opening the hearing for the public at 6:00 or 7:00 in the evening after some of the committees' reports have been passed would not be the most beneficial. He said this meeting for the public would be for the supervisors to listen and not debate, either with the public or among themselves, and would include time limits for speakers.

Supervisor Erickson said he agreed with Supervisor Lund and requested one addition that the regular board meeting be held prior to the budget meeting; so comments from the public and the regular board meeting would be complete prior to the budget meeting. He indicated that this was successful in the past.

Supervisor VanderLeest expressed concern that the board members would not be able to recall the public's input from the week before the budget meeting. He said he thinks the public hearing should be on the same day as the budget meeting. He indicated that he was not opposed to breaking up the regular items, but the public hearing should be the morning and evening of the day of the budget meeting.

Supervisor Evans stated that the public can address specific items at any of the committee meetings. He opined that the way the budget meetings have been in the past has worked, and he would not favor changing the procedure. He also said if people can not attend the budget meeting, they could contact their supervisor via phone, e-mail, etc.

Supervisor Lund said regarding a public hearing, Congress is currently holding listening sessions around the country on healthcare reform; and Congress is certainly not going to have a debate right before their meeting. He continued by saying he thinks Brown County has some "pretty high level people that can remember what happened the week before..." He reiterated that he would be against having a public meeting at 5:00 after most of the budget has been solved.

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR EVANS TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

Legal Bills

5. Review and Possible Action on Legal Bills to be paid:

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR ERICKSON TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

6. Reconsideration of Davis-Kuelthau bills. (Held for one month.):

Supervisor Zima asked Mr. Mohr if Brown County had collected the files from Davis-Kuelthau since last month. Mr. Mohr said he was under the impression that the files have been collected. Tom Hinz, Brown County Executive, said he spoke with Corporation Counsel and all files (except Syble Hopp) have been retrieved. Mr. Mohr continued by saying that he is aware of one issue that is still pending, which is the petition to the Supreme Court on the transport case. He said he spoke with John Luetscher, Corporation Counsel; and this has been resolved.

Supervisor Zima asked if the final billing had been received. Mr. Mohr said Syble Hopp matters will still be handled through another attorney at Davis-Keulthau.

Chair Scray asked Executive Hinz if he had notified the department heads to direct legal matters to Corporation Counsel; Executive Hinz said a memo was e-mailed shortly after the request.

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR VANDER LEESE TO HOLD PAYMENT OF DAVIS-KUELTHAU BILLS UNTIL FINAL BILLING AND GET MORE DETAILS ON THE BILLS. Vote taken. MOTION CARRIED UNANIMOUSLY.

Supervisor Nicholson asked if the intent was to hold all of the Davis-Kuelthau bills until all documentation was received. Chair Scray said that is true except for invoices pertaining to Syble Hopp. Mr. Mohr said Syble Hopp is using the same law firm, but a different attorney; and the bills are going directly to Syble Hopp.

Supervisor Zima said he expressed frustration at the last meeting and requested that Sara Perrizo, Internal Auditor, research this. She reported that the amount of the

charges billed by Davis-Kuelthau during this administration were approximately \$167,000. In addition, she reported that since March, 2009 (the last time the motion was made to hand the files over) approximately \$13,000 was billed; and since August, 2008 (when the administration was originally asked to retrieve the files) it has been approximately \$54,000. Supervisor Zima said Executive Hinz "has continually said that he doesn't hire this person—that it's done by his staff; of course, he rules the staff." He continued by saying the total of the invoices for this firm for the previous 4 years under the previous administration was only approximately \$1,100. Supervisor Zima asked if it was just coincidence that the treasurer for Executive Hinz has billed Brown County \$167,000 since Executive Hinz has been in office, and only \$1,100 during the previous administration. Supervisor Zima said this must come to a halt—"this doesn't pass the smell test." He continued by saying he hopes this is coming to a conclusion.

Supervisor Lund said he thinks any attorney services should go through Corporation Counsel first before an outside legal firm. He stated that this is the reason Brown County has Corporation Counsel. He recognized that if Corporation Counsel is unable to proceed with a case due to conflict of interest, etc., it must be reported to the committee. He also said Corporation Counsel should be at this meeting.

Supervisor VanderLeest asked Mr. Mohr what rights the County Board has to prevent the County Executive from using this law firm.

Supervisor Zima recommended that a resolution be drafted indicating that the parent committee approve the use of funds for any budgeted contract services other than those for which Brown County has a specific contract. He asked Mr. Mohr to put this on the Executive Committee's next agenda. He continued by saying that as far as Corporation Counsel attending the meetings, he thinks department heads only need to attend meetings when there is something on the agenda pertinent to their department.

Reports

7. County Executive Report.

a. Budget Status Financial Report for July 31, 2009:

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR EVANS TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

b. Request for Budget Transfer (#09-59): Interdepartmental Transfer: Request to cover the 2008 Executive deficit in the amount of \$1,270:

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR EVANS TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.

8. Labor Negotiator Report:

Don VanderKelen opined that negotiations of contracts are going along pretty well. He said he will meet the guidelines "without any large trouble."

Mr. VanderKelen said he is working with the Public Safety Committee on productivity standards.

Mr. VanderKelen reported that a petition was received from the supervisors in the Public Safety Department asking for organization. He said he called WRC (Worker Rights Consortium) and learned that supervisors can not be part of a union. He did report that in Wisconsin supervisors in fire and police departments are allowed to be recognized as a bargaining unit, but would not have the right to bargain.

Mr. VanderKelen closed by saying one of the axioms of labor operation in contract situation is that the big cost is not the wage rate; because that is known. Instead the big cost is in the language in the contract where things have been bargained that were not "bargainable" (permissive bargaining). He noted that there are items like this in the contracts, and he and Mr. Mohr are working on ways to remove these. He explained that this is accomplished by filing repudiation at the time of contract renewal. He said he and Mr. Mohr are addressing these as the contracts expire; and "Fred's too modest, but I'll tell you right now we'll win every one of them."

A MOTION WAS MADE BY SUPERVISOR LUND AND SECONDED BY SUPERVISOR ZIMA TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

9. Internal Auditor Report.

a. Budget Status Financial Report for July 31, 2009:

A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR VANDER LEST TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

b. Other:

Ms. Perrizo said she spent a lot of time being trained on Crystal Reporting; she stated that this will be a valuable tool to be used during budget time. She said she also had some Logos training (the new financial system) and spoke highly of the new system.

Regarding the golf course point of sale implementation, she stated that she spoke with Bob Heimann, Director of Information Services, and that he expects the equipment to be installed the middle of September. She explained that there is some training after the equipment is installed and that the target date of October 1 should be reached.

Ms. Perrizo continued by saying Supervisor Lund had asked her to review the airport contracts. She said there are between 20 and 25 contracts, and she started reviewing these last week. She noted that the airport randomly audits one contract each year through an outside auditing firm. She said she will continue her review.

Ms. Perrizo reported that another issue arose while she was at the airport. The airport does not have a scanner, so she obtained a quote from Purchasing of about \$9,000. She said this seemed high, so she received another quote of about \$4,500. While reviewing this with Purchasing, she learned that the more expensive machine had some additional features that might not be necessary. Furthermore, this quote was obtained through state

contract pricing. She indicated that Purchasing will be reviewing the procedures and other options for purchasing and leasing equipment.

Supervisor Zima said Brown County has a contract to order everything through the state; there is a RFP (Request for Purchase) agreement that Brown County will purchase copy machines through the state. However, "we are paying somewhere between 50 percent and double what we need to be paying." He said one of the goals now is to review the purchasing procedures.

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR LUND TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

10. Board Attorney Report:

Mr. Mohr reported that a special meeting was held by the Public Safety Committee; and approval was granted to enter into a termination agreement with FoxComm. He said FoxComm has continued to remove the equipment "that is theirs;" and it looks like that will be completed shortly. He reported that FoxComm has agreed to and signed the termination agreement and the release that Motorola needed, so the configuration files can be transferred next week. He said Jim Nickel, Public Safety Communications Director, predicts that Brown County is on target to transfer to the live system and download larger incident files by October 27; so Brown County "is right on schedule."

Supervisor Zima expressed appreciation to Mr. Mohr for his involvement and asked how much time Mr. Mohr spent on this issue, to which Mr. Mohr reported between 35 and 40 hours. Supervisor Zima said he wanted the Committee to understand that Mr. Mohr was not paid for this; and this work should have been performed by Corporation Counsel since Mr. Mohr's role is that of Board Attorney with additional responsibility for labor contracts and personnel issues. Supervisor Zima said "this was a 40-hour freebie" and expressed his personal thanks for the work Mr. Mohr voluntarily performed for Brown County.

A MOTION WAS MADE BY SUPERVISOR VANDER LEESE AND SECONDED BY SUPERVISOR ERICKSON TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION CARRIED UNANIMOUSLY.

Resolution, Ordinances

- 11. Ordinance re: to Repeal and Re-Crete Section 3.14 "Budget Transfer" of the Brown County Code. (Motion at Admin Committee was to Approve.):**
Supervisor Zima asked if Mr. Mohr had reviewed this; Mr. Mohr replied that he had not. Lynn VandenLangenberg, Director of Administration, reported that with putting in the new system the terminology changed from "budget transfer" to "budget amendment." Also, with the new chart of accounts, there are new groupings that should be reflected. Finally, the "Office of Management and Budget" is now termed the "Department of Administration."

Supervisor Zima asked if there were any policy changes in this, to which Ms. VandenLangenberg indicated that there were not.

A MOTION WAS MADE BY SUPERVISOR ZIMA AND SECONDED BY SUPERVISOR LUND TO APPROVE. Vote taken. MOTION CARRIED

UNANIMOUSLY.

12. **Closed Session:** Pursuant to sec. 19.85(1)(e), Wis. Stats., for the purpose of deliberating the purchasing of public properties requiring a closed session due to competitive or bargaining reasons:

A MOTION WAS MADE BY SUPERVISOR LUND AND SECONDED BY SUPERVISOR ERICKSON TO ENTER INTO CLOSED SESSION. AYES: 6 (Lund, Erickson, Zima, Evans, VanderLeest, and Scray) AND NAYS: 1 (Nicholson). **MOTION CARRIED.** ROLL CALL: LUND, ERICKSON, ZIMA, NICHOLSON, EVANS, VANDER LEEST, SCRAY.

(Recording Secretary excused at 7:27 p.m.)

A MOTION WAS MADE BY SUPERVISOR LUND AND SECONDED BY SUPERVISOR ERICKSON TO RETURN TO REGULAR ORDER OF BUSINESS. **MOTION CARRIED UNANIMOUSLY.** ROLL CALL: LUND, ERICKSON, ZIMA, NICHOLSON, EVANS, VANDER LEEST, SCRAY. MOTION CARRIED.

No Action Taken.

13. **Closed Session:** Pursuant to sec. 19.85(1)(c), Wis. Stats., considering compensation data of a public employee over which Brown County has jurisdiction or exercises responsibility:

A MOTION WAS MADE BY SUPERVISOR EVANS AND SECONDED BY SUPERVISOR ZIMA TO ENTER INTO CLOSED SESSION. AYES: 6 (Lund, Erickson, Zima, Evans, VanderLeest, and Scray) AND NAYS: 1 (Nicholson). **MOTION CARRIED.** ROLL CALL: LUND, ERICKSON, ZIMA, NICHOLSON, EVANS, VANDER LEEST, SCRAY.

A MOTION WAS MADE BY SUPERVISOR EVANS AND SECONDED BY SUPERVISOR ZIMA TO RETURN TO REGULAR ORDER OF BUSINESS. **MOTION CARRIED UNANIMOUSLY.** ROLL CALL: LUND, ERICKSON, ZIMA, NICHOLSON, EVANS, VANDER LEEST, SCRAY.

No Action Taken.

14. **Such other matters as authorized by law: None.**

A MOTION WAS MADE BY SUPERVISOR EVANS AND SECONDED BY SUPERVISOR ZIMA TO ADJOURN AT 9:00 P.M. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Lisa M. Alexander
Recording Secretary

Communication

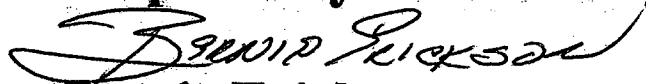
Brown County should look at having drug offenders register their current addresses so residents have knowledge of who is living in their neighborhoods.

This could be listed on line for minor offenders and posted in news print for those with major offenses or numerous violations.

This should be considered for both dealers and users.

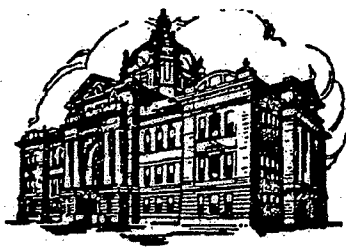
Failure to register could possibly result in doubling of fines or sentences for future drug related arrests.

Respectively submitted by,



Bernie Erickson

District #7



5b

**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: 9/16/09

Agenda No. : _____

Motion from the Floor

I make the following motion: _____

Review Board's authority Re: Hiring
Freeze of County employees

Signed: _____

District No.: _____

Calvin Swartz
23

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

BOARD OF SUPERVISORS

Brown County



5C

BROWN COUNTY
BOARD OF SUPERVISORS
GREEN BAY, WISCONSIN

Meeting Date: _____

Agenda No.: _____

Motion from the Floor

I make the following motion:

Executive Comm.

I would like the Public Safety Comm.
To be briefed at the Nov or
Dec Meeting re the radio operability
Study, cost, implementation,
turning & funding mechanics.

Signed: _____

District No. _____

(Please deliver to County Clerk after motion is made for recording into minutes.)

ATTORNEY BILLS SUBMITTED TO THE EXECUTIVE COMMITTEE				
FOR OCTOBER 12, 2009 MEETING FOR APPROVAL AND PAYMENT				
LAW FIRM	INVOICE NUMBER	DATE	AMOUNT	FOR
Atty. Frederick Mohr	4463	8/31/2009	\$1,687.00	Corp. Counsel, Hobart Suit, Misc
				Prisoner Transport, 1901E, Van
				Vonderen, Sheriff's Dept.
	4464	8/31/2009	\$1,560.00	(Adams/Lantagne), Teamsters, Library, Telecommunicators, Med. Examiners
Michael, Best & Friedrich	1077908	9/17/2009	2,962.50	Environmental Matters
	1077909	9/17/2009	345.00	Veerinder Taneja Immigration
	1077910	9/17/2009	279.48	Fox River Cleanup - Ins.
	1077911	9/17/2009	9,898.44	API and NCR v. Geo. A. Whiting, et al
Davis & Kuelthau	309093	6/24/2009	279.50	Land Conservation Violations
	309094	6/24/2009	172.00	Housing Discrimination Complaint
	309095	6/24/2009	2495.07	Sheriff Transport Officers
	310109	7/20/2009	365.50	Land Conservation Violations
	310110	7/20/2009	201.05	Sheriff Transport Officers
	311436	8/24/2009	43.00	Housing Disc. Complaint

In Account With

FREDERICK J. MOHR LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

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SEP 02 2009

Human Resources

BROWN COUNTY
C/O DEBBIE KLARKOWSKI
PO BOX 23600
GREEN BAY WI 54305-3600

Page: 1
August 31, 2009
Account No: 2646M

Corp. Counsel

Current Work

Corporation Counsel

~~0~~

~~\$2,384.03~~

Miscellaneous

205.00

~~\$205.00~~

Hobart Suit

1,482.00

~~\$4,852.50~~

1,687.00

\$7,441.53

RECEIVED BY

SEP 04 2009

Brown County
Corporation Counsel

Interest accrues at the rate of 1% per month on all balances over 30 days.

In Account With

FREDERICK J. MOHR LLC

ATTORNEY AT LAW

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Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY
C/O DEBBIE KLARKOWSKI
PO BOX 23600
GREEN BAY WI 54305-3600

Page: 1
August 31, 2009
Account No: 2646-0M
Statement No: 4463

Corporation Counsel

Previous Balance

~~\$2,384.03~~

Balance Due

\$2,384.03

Account No: 2646-5M
Statement No: 4463

Miscellaneous

	Hours	
Attention to Letter from Attorney Lindner	0.20	39.00
Telephone Conference with Ullmer	0.20	39.00
Letter to Lamers	0.20	39.00
Attention to Letter from Attorney Nicks	0.20	39.00
Telephone Conference with Cleo	0.20	39.00
For Current Services Rendered	1.00	195.00
Miscellaneous		10.00
Total Expenses		10.00
Total Current Work	CC	205.00

In Account With

FREDERICK J. MOHR LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY

Miscellaneous

Page: 2

August 31, 2009

Account No: 2646-5M
Statement No: 4463

Balance Due \$205.00

Hobart Suit

Account No: 2646-6M
Statement No: 4463

Previous Balance ~~\$3,370.50~~

	Hours	
Drafting of Brief	2.50	487.50
Drafting of Brief	1.50	292.50
Drafting of Brief	1.50	292.50
Drafting of Brief	1.50	292.50
Letter to Judge	0.20	39.00
Review of Brief	0.40	78.00
For Current Services Rendered	7.60	1,482.00
Total Current Work	CC	<u>1,482.00</u>

Balance Due \$4,852.50

Total Balance Due \$7,441.53

Interest accrues at the rate of 1% per month on all balances over 30 days.

In Account With

FREDERICK J. MOHR LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

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SEP 04 2009

Human Resources

RECEIVED BY

SEP 09 2009

Brown County
Corporation Counsel

Page: 1

August 31, 2009

Account No: 2647M

BROWN COUNTY HUMAN RESOURCES
C/O KAY LENZEN
305 EAST WALNUT STREET
GREEN BAY WI 54301

HR

Current
Work

Prisoner Transport

0

~~\$39.00~~

1901E

39.00

~~\$39.00~~

Van Vonderen

351.00

~~\$721.50~~

Sheriff's Dept. (Adams/Lantagne)

819.00

\$819.00

Teamsters

234.00

~~\$1,209.00~~

Library

78.00

~~\$1,482.00~~

Telecommunicators

0

~~\$78.00~~

Medical Examiners

39.00

~~\$39.00~~

HR

1560.00

\$4,426.50

Interest accrues at the rate of 1% per month on all balances over 30 days.

In Account With

FREDERICK J. MOHR LLC

ATTORNEY AT LAW

414 East Walnut Street, Suite 101, P.O. Box 1015, Green Bay, WI 54305-1015

Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY HUMAN RESOURCES
C/O KAY LENZEN
305 EAST WALNUT STREET
GREEN BAY WI 54301

Page: 1
August 31, 2009
Account No: 2647-1M
Statement No: 4464

Prisoner Transport

Previous Balance

~~\$39.00~~

Balance Due

\$39.00

Account No: 2647-2M
Statement No: 4464

1901E

Letter to Debbie

Hours
0.20 39.00

For Current Services Rendered

0.20 39.00

Total Current Work

39.00

Balance Due

\$39.00

Account No: 2647-3M
Statement No: 4464

Van Vonderen

Previous Balance

~~\$370.50~~

BROWN COUNTY HUMAN RESOURCES

Van Vonderen

Page: 2

August 31, 2009

Account No: 2647-3M

Statement No: 4464

	Hours	Hours
Attention to Letter from ETF	0.20	39.00
Letter to Van Vonderen	0.20	39.00
Telephone Conference with Van Vonderen	0.20	39.00
Telephone Conference with Guy	0.20	39.00
Conference with Van Vonderen	0.40	78.00
Letter to Debbie	0.20	39.00
Attention to Letter from Hietpas	0.20	39.00
Letter to Hietpas	0.20	39.00
For Current Services Rendered	1.80	351.00
Total Current Work		351.00
Balance Due		\$721.50

Account No: 2647-4M
Statement No: 4464

Sheriff's Dept. (Adams/Lantagne)

	Hours	Hours
Attention to Letter from Attorney Cermele	0.20	39.00
Attention to Letter from Attorney Cermele	0.20	39.00
Letter to Arbitrator	0.20	39.00

In Account With

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ATTORNEY AT LAW

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BROWN COUNTY HUMAN RESOURCES

Sheriff's Dept. (Adams/Lantagne)

Page: 3

August 31, 2009

Account No: 2647-4M

Statement No: 4464

	Hours	
Attention to Letter from Attorney Cermele	0.20	39.00
Attention to Letter from Attorney Cermele	0.20	39.00
Attention to Letter from Arbitrator	0.20	39.00
Letter to Arbitrator	0.20	39.00
Attention to Letter from Arbitrator	0.20	39.00
Letter to Debbie	0.20	39.00
Letter to Arbitrator	0.20	39.00
Telephone Conference with Sheriff	0.20	39.00
Preparation for Arbitration	2.00	390.00
For Current Services Rendered	4.20	819.00
Total Current Work		819.00

Balance Due \$819.00

Account No: 2647-5M
Statement No: 4464

Teamsters

Previous Balance ~~\$975.00~~

	Hours	
Attention to Letter from Kirchman	0.20	39.00
Attention to Letter from Arbitrator	0.20	39.00

BROWN COUNTY HUMAN RESOURCES

Teamsters

Page: 4

August 31, 2009

Account No: 2647-5M

Statement No: 4464

	Hours	
Attention to Letter from Kirchman	0.20	39.00
Letter to Arbitrator	0.20	39.00
Attention to Letter from Kirchman	0.20	39.00
Attention to Letter from WERC	0.20	39.00
For Current Services Rendered	1.20	234.00
Total Current Work		234.00

Balance Due	\$1,209.00
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Account No:	2647-7M
Statement No:	4464

Library

Previous Balance		\$1,404.00
Attention to Letter from Attorney Davis	0.20	39.00
Telephone Conference with Etten	0.20	39.00
For Current Services Rendered	0.40	78.00
Total Current Work		78.00

In Account With

FREDERICK J. MOHR LLC

ATTORNEY AT LAW

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Tel: (920) 437-5441 Fax: (920) 437-5443

BROWN COUNTY HUMAN RESOURCES

Library

Page: 5

August 31, 2009

Account No: 2647-7M

Statement No: 4464

Balance Due

\$1,482.00

Telecommunicators

Account No: 2647-8M

Statement No: 4464

Previous Balance

~~\$78.00~~

Balance Due

\$78.00

Medical Examiners

Account No: 2647-9M

Statement No: 4464

Letter to Debbie

Hours

0.20 39.00

For Current Services Rendered

0.20 39.00

Total Current Work

39.00

Balance Due

\$39.00

Total Balance Due

\$4,426.50

Interest accrues at the rate of 1% per month on all balances over 30 days.

IN ACCOUNT WITH

MICHAEL BEST

& FRIEDRICH LLP

One South Pinckney Street
P.O. Box 1806
Madison, Wisconsin 53701-1806
FAX 608.283.2275
Telephone 608.257.3501

Michaelbest.com

John F. Luetscher
Brown County Corporation Counsel
Northern Building - Room 680
305 East Walnut Street
PO Box 23600
Green Bay, WI 54305-3600

Client: 018236

September 17, 2009
Invoice No. 1077908

EIN 39-0934985

Due Upon Presentation
Return Upper Portion with Payment

Invoice No. 1077908

For Professional services rendered through August 31, 2009, as follows:

Matter: 018236-0009 Environmental Matters

8/10/09	L Bochert	Telephone conversation with Mr. Haen regarding Army Corps of Engineers requirements for wetland mitigation banking and related matters associated with potential to utilize Cat Island for mitigation bank purposes; begin review of Army Corps and DNR wetland mitigation banking material.	2.90	\$1,087.50
8/12/09	L Bochert	Telephone conversation with Mr. Haen with respect to review of Cat Island for regulations, plans and potential wetland mitigation bank or similar purposes; continue assembly and review of relevant documents regarding same.	5.00	\$1,875.00

Total Hours 7.90

Total Services \$2,962.50

Total This Matter \$2,962.50

Balance from previous statement \$712.50

Payments received 0.00

Current Balance \$3,675.00

MICHAEL BEST

& FRIEDRICH LLP

IN ACCOUNT WITH

MICHAEL BEST

& FRIEDRICH LLP

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Northern Building - Room 680
305 East Walnut Street
PO Box 23600
Green Bay, WI 54305-3600

Client: 018236

September 17, 2009
Invoice No. 1077909

EIN 39-0934985

Due Upon Presentation
Return Upper Portion with Payment

Invoice No. 1077909
For Professional services rendered through August 31, 2009, as follows:

Matter: 018236-0028 Veerinder Taneja Immigration

8/18/09	J Olivieri	Review correspondence regarding job posting for H-1B location change.	0.10	\$37.50
8/19/09	J Halverson	Review correspondence from Ms. Paula Kazik of Brown County regarding change of job location for Mr. Taneja; draft revised Notice of Filing document; draft correspondence to Ms. Kazik regarding instructions for posting revised Notice.	0.80	\$156.00
8/19/09	J Olivieri	Review H-1B posting issues regarding change of location.	0.30	\$112.50
8/20/09	J Halverson	Review and respond to correspondence from Ms. Kazik regarding posting requirements for Notice.	0.20	\$39.00

Total Hours 1.40

Total Services \$345.00

Total This Matter \$345.00

Balance from previous statement \$58.50

Payments received (58.50)

Current Balance \$345.00

MICHAEL BEST

& FRIEDRICH LLP

IN ACCOUNT WITH

MICHAEL BEST

& FRIEDRICH LLP

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John F. Luetscher
Brown County Corporation Counsel
Northern Building - Room 680
305 East Walnut Street
PO Box 23600
Green Bay, WI 54305-3600

Client: 018236

September 17, 2009
Invoice No. 1077910

EIN 39-0934985

Due Upon Presentation
Return Upper Portion with Payment

Invoice No. 1077910
For Professional services rendered through August 31, 2009, as follows:

Matter: 018236-0042 Fox River Cleanup - Insurance

8/7/09	C Smith	Telephone conference call with Mr. J. Beacham regarding payment issue; email to Attorney J. Luetscher regarding same.	0.30	\$96.00
8/18/09	C Smith	Telephone conference call with County regarding recent Wausau payment.	0.10	\$32.00
8/20/09	C Smith	Correspondence to Mr. Beacham tendering defense costs; revise defense cost tracking chart; correspondence to Attorney J. Luetscher providing Wausau defense cost reimbursement.	0.40	\$128.00

Total Hours 0.80

Total Services \$256.00

Disbursements:

	Photocopying	5.40
07/28/2009	Federal Express Delivery	8.87
08/20/2009	Federal Express Delivery	9.21

Disbursements Total \$23.48

MICHAEL BEST

& FRIEDRICH LLP

IN ACCOUNT WITH

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Michaelbest.com

Client: 018236

Page 2

September 17, 2009

Invoice No. 1077910

Matter: 018236-0042 Fox River Cleanup - Insurance

Total This Matter \$279.48

Balance from previous statement \$1,016.25

Payments received 0.00

Current Balance \$1,295.73

MICHAEL BEST

& FRIEDRICH LLP

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One South Pinckney Street
P.O. Box 1806
Madison, Wisconsin 53701-1806
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Michaelbest.com

Client: 018236

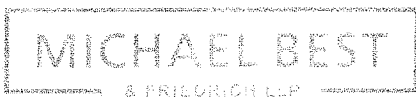
Page 3

September 17, 2009
Invoice No. 1077910

Matter: 018236-0042 Fox River Cleanup - Insurance

ATTORNEY BREAKDOWN

Attorney	Title	Hours Worked	Billed Per Hour	Bill Amount
C Smith	Partner	0.8	\$320.00	\$256.00
Totals		0.80		\$256.00



IN ACCOUNT WITH

MICHAEL BEST

& FRIEDRICH LLP

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P.O. Box 1806
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John F. Luetscher
Brown County Corporation Counsel
Northern Building - Room 680
305 East Walnut Street
PO Box 23600
Green Bay, WI 54305-3600

Client: 018236

September 17, 2009
Invoice No. 1077911

EIN 39-0934985

Due Upon Presentation
Return Upper Portion with Payment

Invoice No. 1077911

For Professional services rendered through August 31, 2009, as follows:

Matter: 018236-0044 API and NCR v. George A. Whiting, et al.

8/3/09	L Bochert	Confer with IAPitz regarding his communications with US DOJ Attorney Levin; leave voice mail message for Corporation Counsel Luetscher regarding same.	0.20	\$75.00
8/3/09	I Pitz	Telephone conferences with Attorneys Levin and Dowhan-Bailey regarding Corps dredging issues; discussion with LHBochert regarding same; email to client regarding same.	3.40	\$1,275.00
8/6/09	I Pitz	Discussion with LHBochert regarding Corps dredging issues; telephone conference with John Luetscher regarding same; review supplemental document production.	2.30	\$862.50
8/6/09	A Wildeman	Review draft comment letter on de minimis parties' settlement agreement.	0.20	\$38.00
8/7/09	D Crass	Review various e-mails regarding dredging issues and impact on litigation; review expert reports as received for references to County, PCB navigational dredging and the like.	2.50	\$1,062.50
8/9/09	A Wildeman	Review documents from Brown County files for submittal as supplemental production of documents.	2.30	\$437.00
8/10/09	L Bochert	Telephone conversation with Mr. Haen with respect to Army Corps of Engineers inquiry concerning impact of delayed or postponed dredging on Port; communication with Mr. Haen following his participation in conference call with Army Corps representatives to obtain additional information regarding that communication; email communications with DACrass and IAPitz to provide update on same and identify potential next steps.	1.60	\$600.00
8/10/09	D Crass	Review e-mail messages concerning further communications with U.S. Army Corps of Engineer on dredging impacts issues in light of settlement negotiations.	0.20	\$85.00
8/10/09	I Pitz	Review memorandum from LHBochert regarding call with Dean Haen; discussion regarding same with LHBochert and DACrass; telephone conference with John Luetscher regarding same.	1.00	\$375.00

MICHAEL BEST

& FRIEDRICH LLP

IN ACCOUNT WITH

MICHAEL BEST

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Michaelbest.com

Client: 018236

Page 2

September 17, 2009
Invoice No. 1077911**Matter: 018236-0044 API and NCR v. George A. Whiting, et al.**

8/11/09	A Wildeman	Telephone conference with Ms. Johnson regarding documents for production.	0.10	\$19.00
8/11/09	R Exum	Review client documents for documents requested by AJWildeman.	0.30	\$42.00
8/12/09	R Exum	Begin to organize box of client documents reviewed by AJWildeman.	0.50	\$70.00
8/12/09	D Crass	Review draft correspondence regarding Deminimus Settlement Consent Decree; review EPA correspondence regarding same.	1.50	\$637.50
8/13/09	R Exum	Organize documents received from client and begin to index same.	4.90	\$686.00
8/19/09	D Crass	Review and provide further and final edits to comment letter regarding proposed minimus settlement; exchange email communication with counsel for City of Green Bay regarding same.	1.00	\$425.00
8/19/09	I Pitz	Read and comment on Attorney Warpinski's letter regarding objections to de minimus settlement.	1.00	\$375.00
8/20/09	D Crass	Review final revisions to comment letter on De Minimus Settlement Consent Decree; execute and coordinate filing of same.	0.50	\$212.50
8/20/09	R Exum	Meeting with SAKuhl regarding indexing of client documents.	0.30	\$42.00
8/21/09	S Kuhl	Bate stamping documents.	4.00	\$240.00
8/21/09	I Pitz	Read recent case correspondence and filings.	1.30	\$487.50
8/27/09	D Crass	Review exchange of email communication with counsel for New Page and counsel for City of Green Bay.	0.20	\$85.00
8/27/09	I Pitz	Read recent case filings.	2.60	\$975.00
8/28/09	S Kuhl	Bate stamp production documents; Index/Code production documents.	4.00	\$240.00
8/28/09	I Pitz	Continue review of recent case filings.	0.70	\$262.50

Total Hours 36.60

Total Services \$9,609.00

MICHAEL BEST

& FRIEDRICH LLP

IN ACCOUNT WITH

MICHAEL BEST

& FRIEDRICH LLP

One South Pinckney Street
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Michaelbest.com

Client: 018236

Page 3

September 17, 2009
Invoice No. 1077911

Matter: 018236-0044 API and NCR v. George A. Whiting, et al.

Disbursements:

	Postage	51.24
	Photocopying	32.85
07/28/2009	Westlaw - Legal Research	15.41
07/28/2009	Westlaw - Legal Research	25.00
07/28/2009	Westlaw - Legal Research	7.84
07/30/2009	Travel, Lodging & Meals - Ian A.J. Pitz - Green Bay travel for hearing	157.10

Disbursements Total \$289.44

Total This Matter \$9,898.44

Balance from previous statement \$39,455.98

Payments received (23,606.18)

Current Balance \$25,748.24

MICHAEL BEST

& FRIEDRICH LLP

IN ACCOUNT WITH

MICHAEL BEST

& FRIEDRICH LLP

One South Pinckney Street
P.O. Box 1806
Madison, Wisconsin 53701-1806
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Telephone 608.257.3501

Michaelbest.com

Client: 018236

Page 4

September 17, 2009

Invoice No. 1077911

Matter: 018236-0044 API and NCR v. George A. Whiting, et al.

ATTORNEY BREAKDOWN

Attorney	Title	Hours Worked	Billed Per Hour	Bill Amount
A Wildeman	Associate	2.6	\$190.00	\$494.00
D Crass	Partner	5.9	\$425.00	\$2,507.50
I Pitz	Partner	12.3	\$375.00	\$4,612.50
L Bochert	Partner	1.8	\$375.00	\$675.00
R Exum	Paralegal	6	\$140.00	\$840.00
S Kuhl	Litigation Asst	8	\$60.00	\$480.00
Totals		36.60		\$9,609.00

MICHAEL BEST

& FRIEDRICH LLP



DAVIS | KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

RECEIVED BY

JUL 9 2009

Brown County
Corporation Counsel

June 24, 2009

Invoice 309093

Page 1

Corp. Counsel

For Services Through May 31, 2009

Our Matter # 18852.02658

LAND CONSERVATION VIOLATIONS

5/3/09	Review and response to e-mail from Michael Best on media statement; email to client on same.				
	James M. Kalny	0.30 hrs.	215.00/hr	\$	64.50
5/6/09	E-mails with DNR regarding their direction on the press release and its content.				
	James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
5/11/09	E-mails with Mr. Hafs on appropriate release person from County and procedure for press release now that DNR has determined to allow the County to do the release.				
	James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
5/26/09	E-mail to Mr. Hafs on DNR participation-mail to DNR and Michael Best enclosing final drafts and confirming them for execution and delivery; e-mail to Mr. Hafs on DNR participation.				
	James M. Kalny	0.40 hrs.	215.00/hr	\$	86.00
5/28/09	E-mails to DNR and Michael Best confirming final agreement and requesting executed documents.				
	James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
	Total Fees for Professional Services.....			\$	279.50

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS | KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

June 24, 2009

Invoice 309093

Page 2

Totals for This Matter

Fees for Professional Services 279.50

NET CURRENT BILLING FOR THIS MATTER 279.50

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS | KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

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June 24, 2009

Invoice 309093

Page 3

MATTER BILLING HISTORY AND ACCOUNTS RECEIVABLE AS OF June 24, 2009

CLIENT: 18852

BROWN COUNTY

MATTER: 18852.02658

LAND CONSERVATION VIOLATIONS

BILLING HISTORY

Last Bill Date	5/27/09
Last Bill-Thru Date	4/30/09
Last Bill Amount	430.00
Last Payment Date	5/15/09
Last Payment Amount	2,386.50

ACCOUNTS RECEIVABLE

0-30 Days	430.00
Over 30 Days	0.00
Over 60 Days	559.00
Over 90 Days.....	2,752.10
Over 120 Days	3,762.50
TOTAL A/R.....	7,503.60

Total Fees Billed	17,045.00
Total Hours Billed	79.60
Total Time Value Billed	
Total Fees Collected	9,543.50

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



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414-276-0200

BROWN COUNTY

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GREEN BAY, WI 54305-3600

June 24, 2009

Invoice 309093

Page 4

INVOICE SUMMARY

Total Services:	\$279.50
TOTAL SERVICES AND DISBURSEMENTS:	<u>\$279.50</u>

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
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attorneys at law

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414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

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305 E. WALNUT STREET

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GREEN BAY, WI 54305-3600

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Brown County
Corporation Counsel

June 24, 2009

Invoice 309094

Page 1

Corp. Counsel

For Services Through May 31, 2009

Our Matter # 18852.04908

HOUSING DISCRIMINATION COMPLAINT

5/4/09	Review of settlement as forwarded by HUD; e-mail regarding executing the same to HUD and Mr. Strong and Mr. Geiser.				
	James M. Kalny	0.30 hrs.	215.00/hr	\$	64.50
5/12/09	E-mails to the parties collecting signatures and determining how to complete the settlement process.				
	James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
5/13/09	Series of e-mails and a phone call coordinating the execution and closure of this matter.				
	James M. Kalny	0.30 hrs.	215.00/hr	\$	64.50
Total Fees for Professional Services.....				\$	172.00

Totals for This Matter

Fees for Professional Services	172.00
NET CURRENT BILLING FOR THIS MATTER	172.00

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
 PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
 THANK YOU.



DAVIS | KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

June 24, 2009

Invoice 309094

Page 3

INVOICE SUMMARY

Total Services:

\$172.00

TOTAL SERVICES AND DISBURSEMENTS:

\$172.00

REMITTANCE

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS | KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

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Brown County
Corporation Counsel

June 24, 2009

Invoice 309095

Page 1

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

Corp. Counsel

For Services Through May 31, 2009

Our Matter # 18852.95427

BROWN COUNTY SHERIFF TRANSPORT OFFICERS

5/20/09	Review of appeal documents and filing; forwarded to County.				
	James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
5/21/09	Read through the petition for review; reviewed several cases cited for context.				
	James M. Kalny	1.50 hrs.	215.00/hr	\$	322.50
5/22/09	Interoffice discussion regarding research on Washington County Sheriff authority case and the notion of legislative encroachment on Sheriff powers.				
	James M. Kalny	0.40 hrs.	215.00/hr	\$	86.00
5/22/09	Review of correspondence from Supreme Court and Mr. Cermele and applicable statutes.				
	James M. Kalny	0.40 hrs.	215.00/hr	\$	86.00
5/26/09	Discussion with Mr. Mohr on his take on the petition for review and our next steps.				
	James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
5/26/09	Reviewed petition and decision; drafted outline for general arguments; begin pulling the authority needed to draft the response.				
	James M. Kalny	1.20 hrs.	215.00/hr	\$	258.00

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS | KUELTHAU

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111 East Kilbourn, Suite 1400
Milwaukee, WI 53202-6613
414-276-0200

BROWN COUNTY
PERSONAL & CONFIDENTIAL
ATTN: MS. DEBORAH KLARKOWSKI, ANALYST
305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

June 24, 2009
Invoice 309095
Page 2

5/27/09	Completed research and dictated response to petition for review.				
	James M. Kalny	4.30 hrs.	215.00/hr	\$	924.50
5/28/09	Cite check brief and create Table of Authorities per Atty Kalny.				
	Beverly G. Butula	0.80 hrs.	100.00/hr	\$	80.00
5/28/09	Review and revise Response to Petition for Review.				
	Bridget M. Amraen	1.50 hrs.	140.00/hr	\$	210.00
5/28/09	Proofed and inserted cites and references on brief; prepped for printing and transmitted.				
	James M. Kalny	1.80 hrs.	215.00/hr	\$	387.00
	Total Fees for Professional Services.....			\$	2,440.00

Reimbursable Costs:

5/31/09	Outside Copy Service		\$	55.07
	Total Reimbursable Costs		\$	55.07

Totals for This Matter

Fees for Professional Services	2,440.00
Reimbursable Costs	55.07

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS | KUELTHAU
attorneys at law

111 East Kilbourn, Suite 1400
Milwaukee, WI 53202-6613
414-276-0200

BROWN COUNTY
PERSONAL & CONFIDENTIAL
ATTN: MS. DEBORAH KLARKOWSKI, ANALYST
305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

June 24, 2009
Invoice 309095
Page 4

MATTER BILLING HISTORY AND ACCOUNTS RECEIVABLE AS OF June 24, 2009

CLIENT: 18852 BROWN COUNTY
MATTER: 18852.95427 BROWN COUNTY SHERIFF TRANSPORT
OFFICERS

BILLING HISTORY

Last Bill Date	5/27/09
Last Bill-Thru Date	4/30/09
Last Bill Amount	86.00
Last Payment Date	2/9/09
Last Payment Amount	6,823.58

ACCOUNTS RECEIVABLE

0-30 Days	86.00
Over 30 Days	0.00
Over 60 Days	0.00
Over 90 Days.....	0.00
Over 120 Days	973.52
TOTAL A/R.....	1,059.52

Total Fees Billed	23,493.50
Total Hours Billed	113.60
Total Time Value Billed	
Total Fees Collected	22,440.00

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS|KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

June 24, 2009

Invoice 309095

Page 5

INVOICE SUMMARY

Total Services:	\$2,440.00
Total Reimbursable Costs:	\$55.07
TOTAL SERVICES AND DISBURSEMENTS:	<u>\$2,495.07</u>

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.

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DAVIS | KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

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Brown County
Corporation Counsel

July 20, 2009

Invoice 310109

Page 1

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

For Services Through June 30, 2009

Our Matter # 18852.02658

LAND CONSERVATION VIOLATIONS

6/2/09	Review of final stipulation and press release sent by Michael Best; noted that there was no delineation of attorney fee payment; e-mail to Anne and Bill and the Corporation Counsel to alert them to that and make sure we are OK with that; response e-mail to Michael Best.	James M. Kalny	0.90 hrs.	215.00/hr	\$	193.50
6/5/09	Meeting with Mr. Hafs to execute agreement and discuss press release process; e-mail to DNR to get "sign off" before returning agreement.	James M. Kalny	0.30 hrs.	215.00/hr	\$	64.50
6/9/09	Received final confirmation from DNR; drafted transmittal letters and disseminated to all parties.	James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
6/16/09	Several e-mails and correspondence on DNR release and press release; review of release and e-mail to DNR on same.	James M. Kalny	0.30 hrs.	215.00/hr	\$	64.50
Total Fees for Professional Services.....						\$ 365.50

Totals for This Matter

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.

BROWN COUNTY
PERSONAL & CONFIDENTIAL
ATTN: MS. DEBORAH KLARKOWSKI, ANALYST
305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

July 20, 2009
Invoice 310109
Page 2

Fees for Professional Services	365.50
NET CURRENT BILLING FOR THIS MATTER	365.50

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS | KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

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305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

July 20, 2009

Invoice 310109

Page 3

MATTER BILLING HISTORY AND ACCOUNTS RECEIVABLE AS OF July 20, 2009

CLIENT: 18852

BROWN COUNTY

MATTER: 18852.02658

LAND CONSERVATION VIOLATIONS

BILLING HISTORY

Last Bill Date	6/24/09
Last Bill-Thru Date	5/31/09
Last Bill Amount	279.50
Last Payment Date	7/6/09
Last Payment Amount	5,181.60

ACCOUNTS RECEIVABLE

0-30 Days	279.50
Over 30 Days	0.00
Over 60 Days	0.00
Over 90 Days.....	0.00
Over 120 Days	2,322.00
TOTAL A/R.....	2,601.50

Total Fees Billed	17,324.50
Total Hours Billed	80.90
Total Time Value Billed	
Total Fees Collected	14,723.00

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS | KUELTHAU

attorneys at law

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Milwaukee, WI 53202-6613

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BROWN COUNTY

PERSONAL & CONFIDENTIAL

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305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

July 20, 2009

Invoice 310109

Page 4

INVOICE SUMMARY

Total Services:	\$365.50
TOTAL SERVICES AND DISBURSEMENTS:	<u>\$365.50</u>

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.

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attorneys at law

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Milwaukee, WI 53202-6613

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Brown County
Corporation Counsel

July 20, 2009

Invoice 310110

Page 1

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

For Services Through June 30, 2009

Our Matter # 18852.95427

BROWN COUNTY SHERIFF TRANSPORT OFFICERS

6/1/09 Reviewed Kocken response.

James M. Kalny	0.40 hrs.	215.00/hr	\$	86.00
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Total Fees for Professional Services.....	\$	86.00
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Reimbursable Costs:

Westlaw Charges	\$	91.50
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Postage	\$	5.50
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6/17/09 Courier Service 5/29/09	\$	18.05
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Total Reimbursable Costs	\$	115.05
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Totals for This Matter

Fees for Professional Services	86.00
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Reimbursable Costs	115.05
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NET CURRENT BILLING FOR THIS MATTER	201.05
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PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.

BROWN COUNTY
PERSONAL & CONFIDENTIAL
ATTN: MS. DEBORAH KLARKOWSKI, ANALYST
305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

July 20, 2009
Invoice 310110
Page 2

MATTER BILLING HISTORY AND ACCOUNTS RECEIVABLE AS OF July 20, 2009

CLIENT: 18852 BROWN COUNTY
MATTER: 18852.95427 BROWN COUNTY SHERIFF TRANSPORT
 OFFICERS

BILLING HISTORY

Last Bill Date	6/24/09
Last Bill-Thru Date	5/31/09
Last Bill Amount	2,495.07
Last Payment Date	7/6/09
Last Payment Amount	973.52

ACCOUNTS RECEIVABLE

0-30 Days	2,495.07
Over 30 Days	0.00
Over 60 Days	0.00
Over 90 Days.....	0.00
Over 120 Days	86.00
TOTAL A/R.....	2,581.07

Total Fees Billed	25,933.50
Total Hours Billed	125.90
Total Time Value Billed	
Total Fees Collected	23,407.50

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



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July 20, 2009

Invoice 310110

Page 3

INVOICE SUMMARY

Total Services:	\$86.00
Total Reimbursable Costs:	\$115.05
TOTAL SERVICES AND DISBURSEMENTS:	<u>\$201.05</u>

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.

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attorneys at law

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414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

ATTN: MS. DEBORAH KLARKOWSKI, ANALYST

305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

August 24, 2009

Invoice 311436

Page 1

For Services Through July 31, 2009

Our Matter # 18852.04908

HOUSING DISCRIMINATION COMPLAINT

7/10/09 Review of HUD closing letter and attached executed stip. Emails closing file.

James M. Kalny	0.20 hrs.	215.00/hr	\$	43.00
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Total Fees for Professional Services.....	\$	43.00
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Totals for This Matter

Fees for Professional Services	43.00
--------------------------------------	-------

NET CURRENT BILLING FOR THIS MATTER	43.00
---	-------

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Brown County
Corporation Counsel

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.

BROWN COUNTY
PERSONAL & CONFIDENTIAL
ATTN: MS. DEBORAH KLARKOWSKI, ANALYST
305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

August 24, 2009
Invoice 311436
Page 2

MATTER BILLING HISTORY AND ACCOUNTS RECEIVABLE AS OF August 24, 2009

CLIENT: 18852 BROWN COUNTY
MATTER: 18852.04908 HOUSING DISCRIMINATION COMPLAINT

BILLING HISTORY

Last Bill Date	6/24/09
Last Bill-Thru Date	5/31/09
Last Bill Amount	172.00
Last Payment Date	7/6/09
Last Payment Amount	2,300.50

ACCOUNTS RECEIVABLE

0-30 Days	0.00
Over 30 Days	0.00
Over 60 Days	172.00
Over 90 Days.....	0.00
Over 120 Days	0.00
TOTAL A/R.....	172.00

Total Fees Billed	6,211.50
Total Hours Billed	29.80
Total Time Value Billed	
Total Fees Collected	6,039.50

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.



DAVIS KUELTHAU

attorneys at law

111 East Kilbourn, Suite 1400

Milwaukee, WI 53202-6613

414-276-0200

BROWN COUNTY

PERSONAL & CONFIDENTIAL

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305 E. WALNUT STREET

P.O. BOX 23600

GREEN BAY, WI 54305-3600

August 24, 2009

Invoice 311436

Page 3

INVOICE SUMMARY

Total Services:	\$43.00
TOTAL SERVICES AND DISBURSEMENTS:	<u>\$43.00</u>

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS
PLEASE MAKE CHECKS PAYABLE TO DAVIS & KUELTHAU, S.C.
THANK YOU.

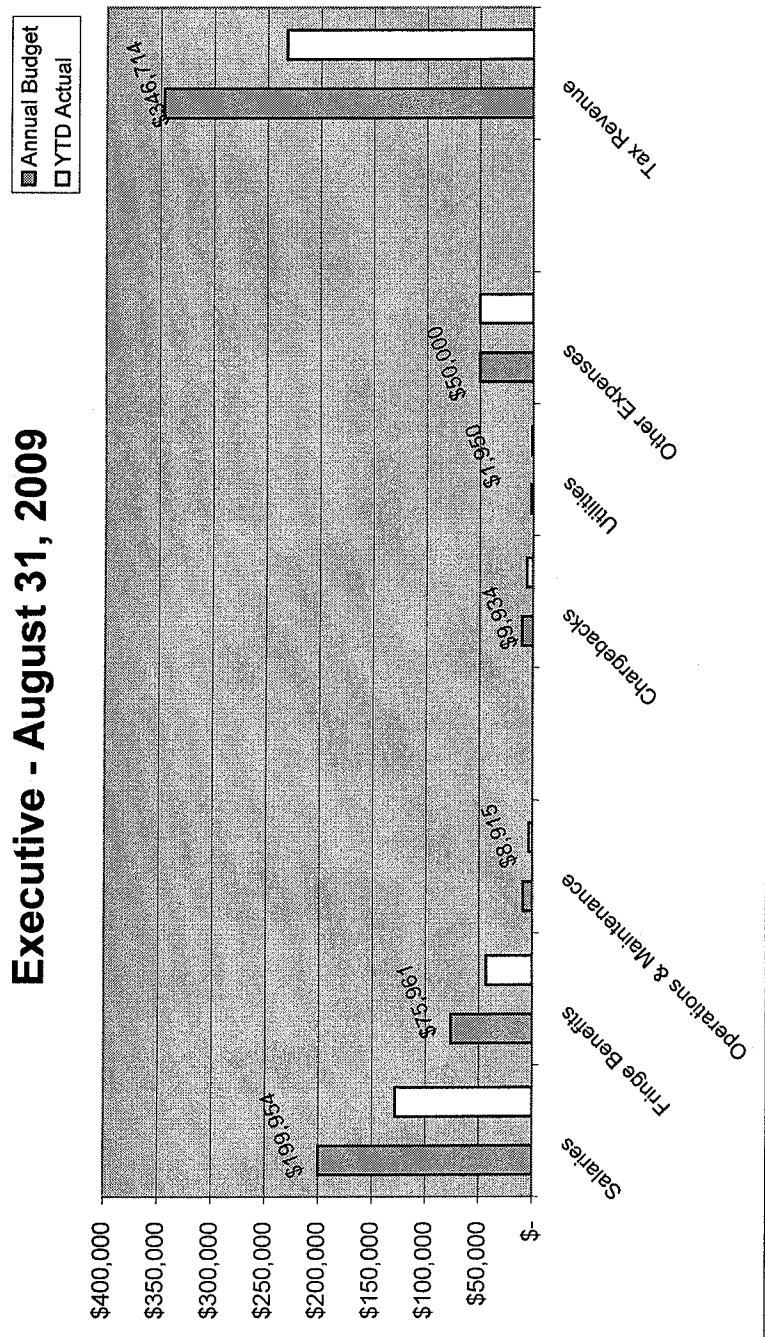
Brown County
Executive
Budget Status Report

8/31/2009

HIGHLIGHTS:

	Annual Budget	YTD Actual
Salaries	\$ 199,954	\$ 128,249
Fringe Benefits	\$ 75,961	\$ 43,258
Operations & Maintenance	\$ 8,915	\$ 3,205
Chargebacks	\$ 9,934	\$ 5,796
Utilities	\$ 1,950	\$ 1,262
Other Expenses	\$ 50,000	\$ 50,000
Tax Revenue	\$ 346,714	\$ 231,770

Executive - August 31, 2009



PRODUCTION *Brown Co* PRODUCTION
Executive Budget Report August 2009
 Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior Year Total
Fund: 100 - GF									
Revenues									
PTX - Property taxes	346,714.00	0.00	346,714.00	28,893.00	0.00	231,144.00	115,570.00	67%	334,466.00
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	1,115.00
Revenue Totals:	\$346,714.00	\$0.00	\$346,714.00	\$28,893.00	\$0.00	\$231,144.00	\$115,570.00	67%	\$335,581.00
Expenditures									
PER - Personnel services	199,954.00	0.00	199,954.00	15,420.31	0.00	128,248.54	71,705.46	64%	199,212.09
FBT - Fringe benefits and taxes	75,961.00	0.00	75,961.00	5,787.48	0.00	43,258.44	32,702.56	57%	74,026.57
OPM - Operations and maintenance	8,915.00	0.00	8,915.00	833.80	0.00	3,205.49	5,709.51	36%	3,206.69
UTL - Utilities	1,950.00	0.00	1,950.00	162.54	0.00	1,262.12	687.88	65%	2,049.57
CHG - Chargebacks	9,934.00	0.00	9,934.00	662.59	0.00	5,795.60	4,138.40	58%	6,855.72
CON - Contracted services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	1,500.00
OTH - Other	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00	0.00	100%	50,000.00
Expenditure Totals:	\$346,714.00	\$0.00	\$346,714.00	\$22,866.72	\$0.00	\$231,770.19	\$114,943.81	67%	\$336,850.64
Revenue Total:	\$346,714.00	\$0.00	\$346,714.00	\$28,893.00	\$0.00	\$231,144.00	\$115,570.00	67%	\$335,581.00
Expenditure Total:	\$346,714.00	\$0.00	\$346,714.00	\$22,866.72	\$0.00	\$231,770.19	\$114,943.81	67%	\$336,850.64
Fund: 100 Net Total	\$0.00	\$0.00	\$0.00	\$6,026.28	\$0.00	(\$626.19)	\$626.19		(\$1,269.64)
Revenue Grand Total:									
	\$346,714.00	\$0.00	\$346,714.00	\$28,893.00	\$0.00	\$231,144.00	\$115,570.00	67%	\$335,581.00
Expenditure Grand Total:									
	\$346,714.00	\$0.00	\$346,714.00	\$22,866.72	\$0.00	\$231,770.19	\$114,943.81	67%	\$336,850.64
Grand Total:									
	\$0.00	\$0.00	\$0.00	\$6,026.28	\$0.00	(\$626.19)	\$626.19		(\$1,269.64)

5a

	Annual Budget	YTD Actual
Property Taxes	\$ 758,386	\$ 505,592
Charges for Sales & Services	\$ -	\$ 186
Miscellaneous Revenue	\$ 400	\$ 204
Contributions	\$ -	\$ 4
Personnel Services	\$ 343,827	\$ 216,583
Fringe Benefits and Taxes	\$ 212,324	\$ 107,860
Operations and Maintenance	\$ 66,697	\$ 35,695
Utilities	\$ 1,400	\$ 734
Chargebacks	\$ 15,438	\$ 8,829
Contracted Services	\$ 119,100	\$ 97,100

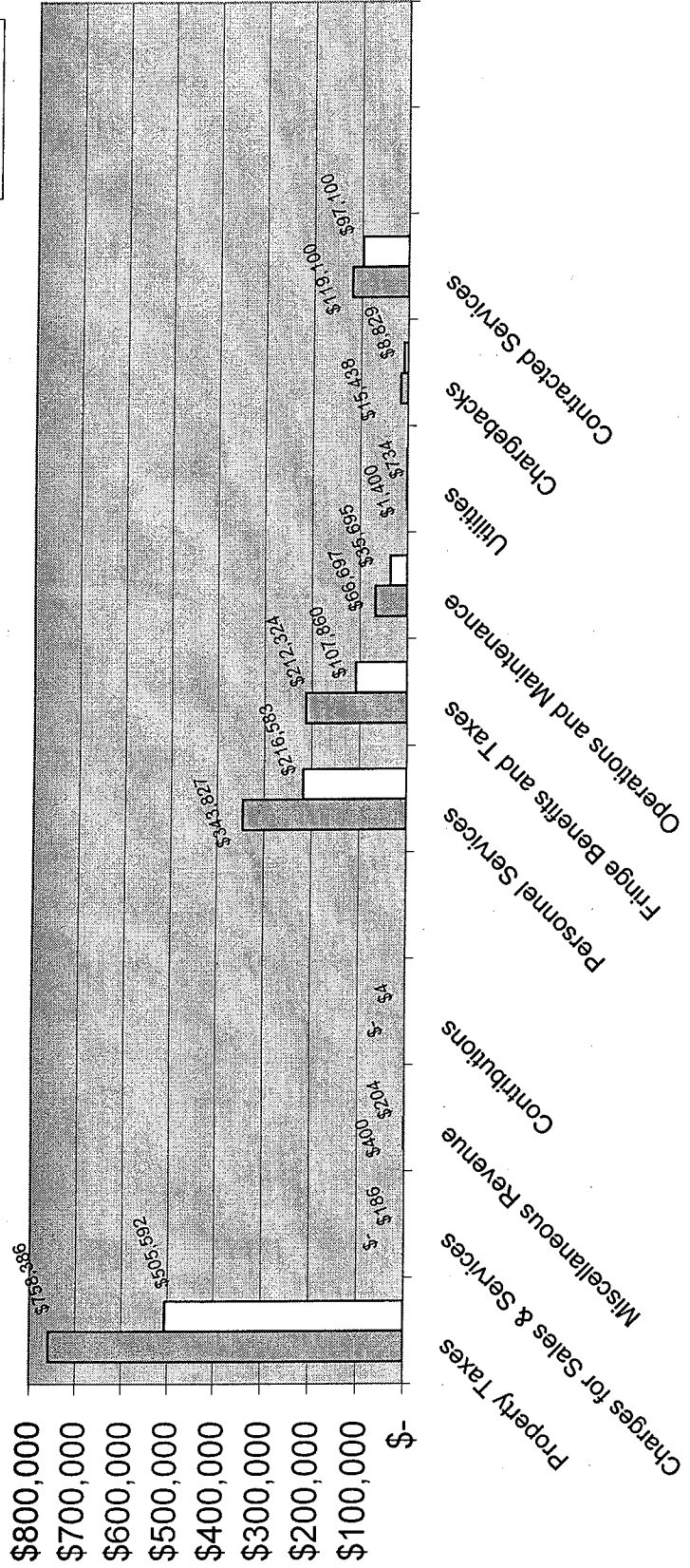
Highlights:

Savings have been experienced in Operations and Maintenance due to reductions in Printing and Postage.

Year-to-date actual amounts reflect full budget usage of Dues and Memberships and the usage of 100% of the Special Accounting and Auditing Budget.

Board of Supervisors - August 31, 2009

■ Annual Budget
□ YTD Actual



August 2009 Budget Classification Report - County Board

Summary

Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget Less YTD Transactions	% Used / Rec'd	Prior Year Total
Revenues									
PTX - Property taxes	758,386.00	0.00	758,386.00	63,199.00	0.00	505,592.00	252,794.00	67%	731,452.00
CSS - Charges for sales and services	0.00	0.00	0.00	98.28	0.00	186.16	(186.16)	+++	0.00
MRV - Miscellaneous revenue	400.00	0.00	400.00	0.00	0.00	204.00	196.00	51%	199.55
CTB - Contributions	0.00	0.00	0.00	0.00	0.00	4.00	(4.00)	+++	0.00
TRI - Transfer in	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	664.00
Revenue Totals:	\$758,786.00	\$0.00	\$758,786.00	\$63,297.28	\$0.00	\$505,986.16	\$252,799.84	67%	\$732,315.55
Expenditures									
PER - Personnel services	343,827.00	0.00	343,827.00	33,592.13	0.00	216,583.25	127,243.75	63%	338,675.56
FBI - Fringe benefits and taxes	212,324.00	0.00	212,324.00	18,041.53	0.00	107,860.34	104,463.66	51%	183,492.40
SRE - Salaries reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	+++	(141.41)
OPM - Operations and maintenance	66,697.00	0.00	66,697.00	1,900.07	0.00	35,695.29	31,001.71	54%	54,404.80
UTL - Utilities	1,400.00	0.00	1,400.00	103.98	0.00	733.93	666.07	52%	1,255.60
CHG - Chargebacks	15,438.00	0.00	15,438.00	1,005.68	0.00	8,829.00	6,609.00	57%	23,137.22
CON - Contracted services	119,100.00	0.00	119,100.00	14,700.00	0.00	97,100.00	22,000.00	82%	110,100.00
Expenditure Totals:	\$758,786.00	\$0.00	\$758,786.00	\$69,343.39	\$0.00	\$466,801.81	\$291,984.19	62%	\$710,924.17
Revenue Total:	\$758,786.00	\$0.00	\$758,786.00	\$63,297.28	\$0.00	\$505,986.16	\$252,799.84	67%	\$732,315.55
Expenditure Total:	\$758,786.00	\$0.00	\$758,786.00	\$69,343.39	\$0.00	\$466,801.81	\$291,984.19	62%	\$710,924.17
Fund: 100 Net Total	\$0.00	\$0.00	\$0.00	(\$6,046.11)	\$0.00	\$39,184.35	(\$39,184.35)		\$21,391.38
Revenue Grand Total:	\$758,786.00	\$0.00	\$758,786.00	\$63,297.28	\$0.00	\$505,986.16	\$252,799.84	67%	\$732,315.55
Expenditure Grand Total:	\$758,786.00	\$0.00	\$758,786.00	\$69,343.39	\$0.00	\$466,801.81	\$291,984.19	62%	\$710,924.17
Grand Total:	\$0.00	\$0.00	\$0.00	(\$6,046.11)	\$0.00	\$39,184.35	(\$39,184.35)		\$21,391.38

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4014 FAX (920) 448-6221
E-mail: perrizo_sj@co.brown.wi.us

SARA J. PERRIZO
INTERNAL AUDITOR

DATE: October 12, 2009

TO: Executive Committee

CC: Guy Zima, County Board Chair

FROM: Sara J. Perrizo, CPA, Internal Auditor *[Signature]*

RE: 2010 Audit Plan

Listed below is my anticipated work plan for 2010. Please note that this plan may be subject to change due to any new/urgent issues that may arise during the year. Each project notes the department(s) affected, project objective, an estimate of the time required to complete the project and an estimate of the duration of the project.

2009 Main Projects:

1. General County

- **Audit various County Departments for Compliance with Monetary Internal Control Policies**
 - Phase 1: Audit 5 departments that have not been audited in recent years
 - Phase 2: Report findings to County Board
- Estimated Time: 3-6 months (as time allows)
- Duration: 12 months

2. General County

- **Continue to work with Department of Administration Staff on Implementation of ERP System**
- Estimated Time: 1-2 months
- Duration: 12 months

3. County Board

- **Assist County Board Supervisors with review of the annual county budget**
- Estimated Time: 1 month
- Duration: 2 months

4. General County

- **Address questions and concerns of County departments regarding internal control issues/concerns**
- **Address tips received from employee anonymous tip line**
- Estimated Time: 1-2 months
- Duration: 12 months

5. General County

- **Coordinate review of vendor appeals filed regarding awards of work where RFP's were done**
- Estimated Time: Unknown – based on number of appeals received
- Duration: 12 months

6. County Board

- **Conduct special/research projects for County Board Supervisors at the direction of the County Board Chair and/or Executive Committee**
- Estimated Time: Unknown – based on number/type of projects assigned
- Duration: 12 months

7. County Board – Standard Monthly Duties

- **Review of Clerk of Courts bank reconciliation**
- **Review of County wide financial statements**
- **Review of County Board financial statements and preparation of report for Executive Committee**
- **Prepare and review report of County payments greater than \$5,000**
- Estimated Time: 1 month
- Duration: 12 months

Should you have any questions or concerns regarding this project listing, please feel free to contact me.

Thank you.

October 21, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION ADOPTING A POLICY TOWARD CUSTOMER SERVICE

WHEREAS, the Brown County Board recognizes that the citizens of Brown County expect helpful and courteous service from Brown County employees; and

WHEREAS, the Brown County Board desires to adopt a policy encouraging department heads and non-represented employees to accommodate the needs of customers of Brown County; and

WHEREAS, the Brown County Board desires to encourage its department heads and non-represented employees to continue servicing customers for a reasonable amount of time after the close of normal business hours.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors to adopt a policy whereby its department heads and non-represented employees are directed to provide service to customers of Brown County after the close of normal business hours if the service required can be completed within a reasonable amount of time.

Fiscal Impact: None.

Respectfully submitted,

EXECUTIVE COMMITTEE

8c

October 21, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS:

Ladies and Gentlemen:

ORDINANCE REGARDING: TO ADOPT SUBSECTION (3)(e) OF 2.03
OF THE BROWN COUNTY CODE ENTITLED ORGANIZATION,
POLICY AND AUTHORITY OF THE BROWN COUNTY
BOARD OF SUPERVISORS@

WHEREAS, the Brown County Board of Supervisors is declaring their legislative policy and intent to monitor the expenditure of funds for attorney fees and outside consultant fees.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that it hereby adopts Brown County Code of Ordinance 2.03(3)(e) by adopting the following wording and establishing 2.03(3)(e) which shall read:

(e) All contracts for legal services or outside consulting services regardless of whether funds have been budgeted must be approved by the Brown County Board. The County Board may delegate the authority to approve all such contracts to its standing Executive Committee.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved by:

COUNTY EXECUTIVE

Dated Signed: _____

Final Draft Approved by Corporation Counsel.

October 21, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS:

Ladies and Gentlemen:

ORDINANCE REGARDING: TO AMEND A PORTION OF SUBSECTION (2)
OF SECTION 4.79 OF THE BROWN COUNTY CODE ENTITLED
"SHORT TERM DISABILITY LEAVE"

WHEREAS, the Brown County Board of Supervisors is expressing and declaring their intention to make uniform for represented and non-represented employees the benefit allowing former employees to participate in the County's health and dental insurance programs; and

WHEREAS, the language of the present County Code is not consistent with language contained in a majority of the labor contracts existing between the County and its represented employees.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that it hereby deletes the following language contained in Subsection (2) of Section 4.79 of the County Code of Ordinance:

... Employees who retire or receive disability benefits under the Wisconsin Retirement System or those employees who become covered by Social Security for disability, or those who remain on the County long term disability program, may continue to be covered at their own expense under the County's group hospital, dental and life insurance plans at the group rate until age 65 by paying the appropriate premium amounts to the County.

BE IT FURTHER RESOLVED, by the Brown County Board of Supervisors, that the following language shall be substituted in Subsection (2) of Section 4.79 of the County Code of Ordinance for the language hereinbefore deleted which shall read: